

For those who are coming to the SPRF/CX Hands-On Training Class:

If your badge has not been enrolled in the Sandia system, you **MUST** go to IPOC (Innovation Parkway Office Complex) first. (From the Airport, take I-25 north to I-40 east to the Eubank exit. Turn right [south] to the end of Eubank – where Eubank makes a bend to the right [west] just before the base gate. Turn left on Innovation Pkwy, the light just before the gate. The road bends left [east] and then you turn left [north] into the lot in front of the building. Look for the sign for the Sandia Badge Office.) IPOC is located southeast of the Eubank gate. See the map at the end of this document for details on getting to the badge office. The badge office opens at 7:00 a.m. You will request to have your DOE badge put into the Sandia system. You will be asked to supply a 4-digit code in order to swipe your badge for access into limited areas.

I will meet you at IPOC at 7:15 a.m. to assist with this process.

We will then proceed to the Eubank gate. Your DOE badge will get you through the gate. Take it out of the holder and pass it to the guard. They may check ID for everyone in the vehicle so be prepared if you have riders. The second map in this document shows you how to get to TA-V. Once you are on Pennsylvania, proceed until you see the sign to Tech Areas 3 and 5. Turn right there and proceed to TA-V. The parking lot is just beyond the main double-fenced area. For those so equipped, the lat./lon. of the parking lot is 34 deg 59.959' -106 deg 32.247'. Building 6585 is south of the parking lot outside the fence. See the TA-V map (at the end of this document) for details on where to park and how to get to the training building.

Once your badge has been enrolled in the Sandia system, you should be able to open the door to 6585 with a scan of your DOE badge. The conference rooms (111 and 112) will be to your left as you enter which is in a Property Protection Area. When we are at the critical experiment facility, we will be in a Limited Area which requires an L or Q clearance for unescorted access. The emergency plan at the reactor facilities also requires that anyone who has not been trained on emergency response for TA-V be escorted for safety reasons while in TA-V. One of the first things we will do after your arrival is to provide that training so you can have unrestricted access to TA-V.

Restricted items at Sandia

As described above, during the class, we will be in two types of areas; a Property Protection Area (PPA) and a Limited Area (LA). For the first part of the class, we will be on the first floor of Building 6585 which is a PPA. We will be in a LA during the bulk of the class. As at all U.S. Department of Energy facilities, each area has a long list of items that are not allowed with the LA being the most restricted. Examples of restricted items are listed below. Please be aware that **upon entering or leaving Sandia premises, all personnel are subject to search of their persons, hand-carried items, and vehicles.**

Items that are ALWAYS prohibited at Sandia:

- Firearms
- Explosives, pyrotechnics, propellants
- Illegal drugs & paraphernalia, intoxicants
- Other items prohibited by law

Examples of items prohibited in the Limited Area (e.g. during our operations at the critical experiments):

- Personally-owned electronic equipment
- Radio frequency transmitting equipment including Bluetooth devices, WiFi devices, and pagers with transmitters
- Recording equipment (audio, video, data)
- Computers and peripherals
- Removable computer media
- Cell phones or other cellular network devices
- Portable electronics including hand-held computing devices
- Non-Sandia owned devices

Items on the above list that are ALLOWED in the Property Protection Area (e.g. during our time in Building 6585):

- Pagers
- Computers that have all microphones, cameras, and wireless network devices turned off
- Removable computer media

Please note that cell phones are allowed in some DOE PPAs, even at Sandia, but a local restriction on the Building 6585 PPA prohibits them for our meeting. If you get to the building with one, there is a lock box just outside the front door you can use.

Lodging

SNL is located on Kirkland Air Force Base a few miles from the Albuquerque International Airport. A wide variety of hotels are available very close to the laboratory.

See <http://www.itsatrip.org/lodging/default.aspx> for Albuquerque lodging/dining options.

Please contact me with any questions.

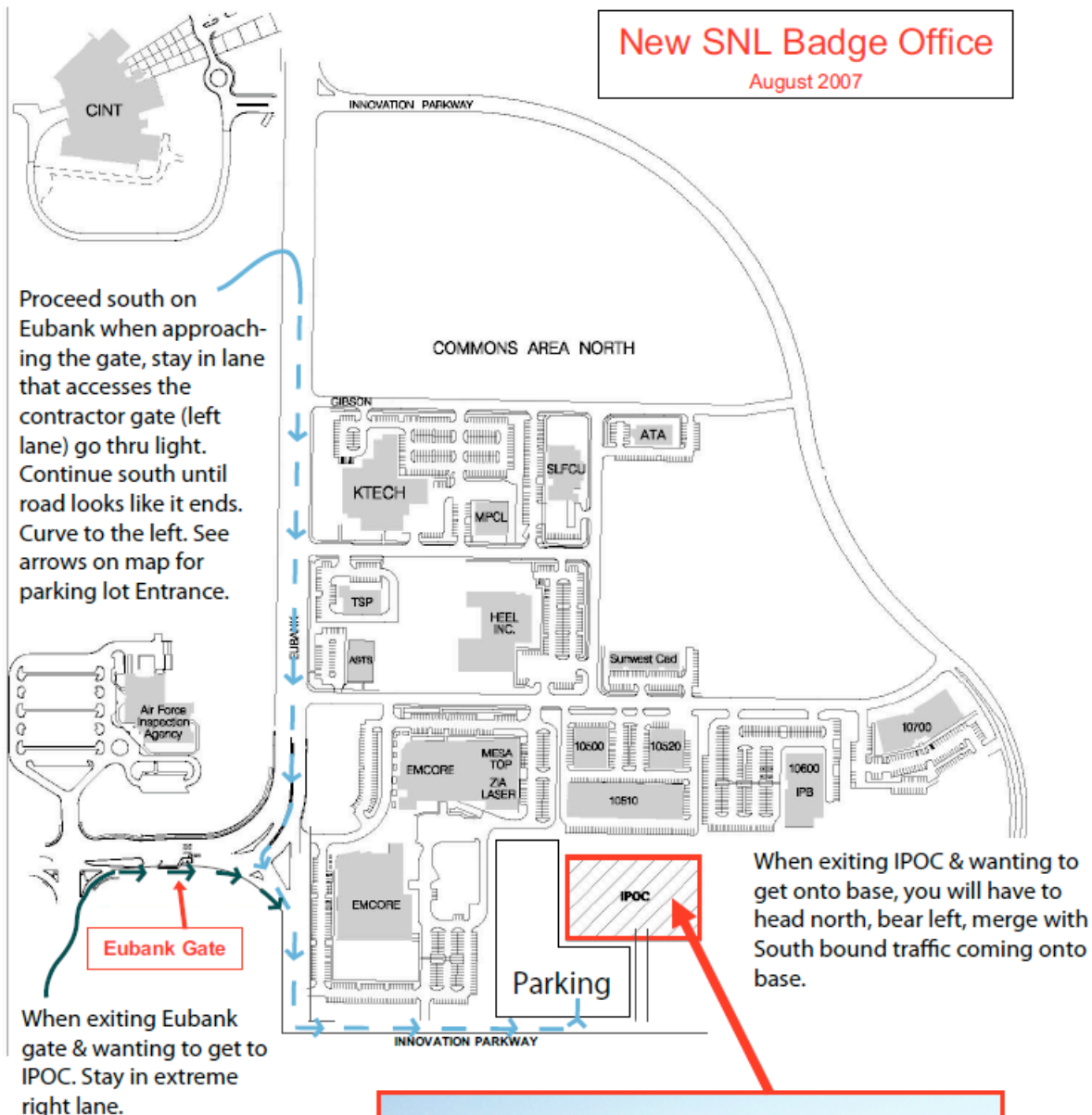
Mary Ellen Ratzer

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New SNL Badge Office

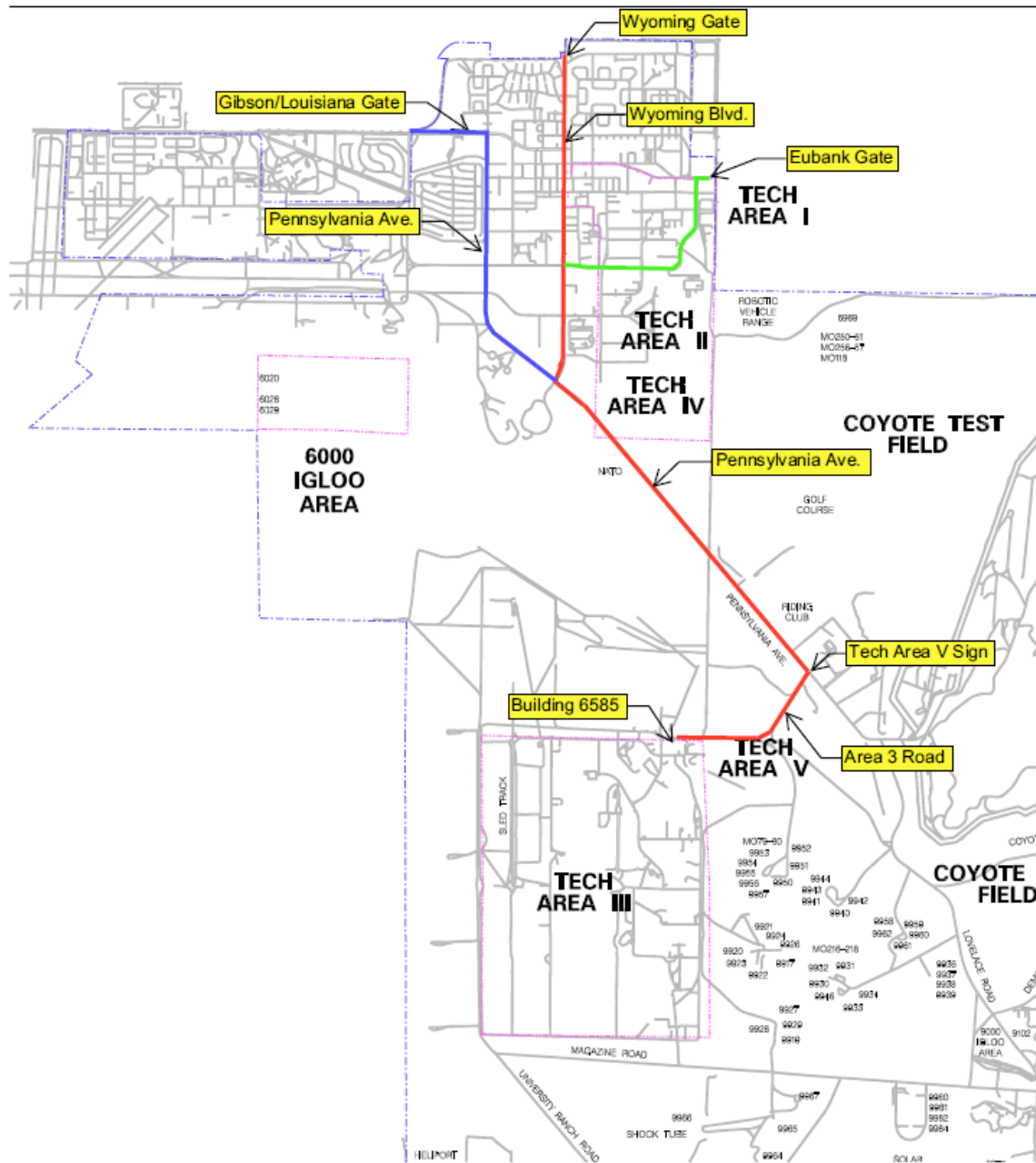
August 2007



Innovation Parkway Office Center (IPOC)



The Badge Office is in Suite A-1
(Inside the main entrance, on the left)



Getting to Tech Area V from all Gates

SNL — NM Area 5

